



COMMON COUNCIL MEETING AGENDA

THURSDAY, April 6, 2017 - 6:30 p.m.

City of Whitewater Municipal Building – Community Room (Council Chambers)
312 W. Whitewater Street, Whitewater, WI 53190

AMENDED AGENDA AS OF 5:00 P.M. 4/3/17 – SECOND AMENDMENT

The following item is hereby added to the Council Agenda:

First Reading of Ordinance Repealing Whitewater Municipal Code subsection 5.20.025, which created the Alcohol Licensing Committee and

The following item is hereby removed from the Council Agenda:

Appointment of citizen member to open position on Birge Fountain Committee.

AMENDED AGENDA AS OF 6:00 a.m. 4/3/17 – FIRST AMENDMENT

The following item is hereby ***added*** to the Agenda:

C-4a Discussion and possible direction regarding enforcement and signage of on-street parking regulations. (Councilmember Allen request)

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE.

CONSENT AGENDA:

CA-A	Approval of Council Minutes of 3/7/17.	P. 1
CA-B	Approval of Payment of City Invoices processed through 3/29/17.	P. 4
CA-C	Acknowledgment of Receipt and Filing of: None.	n/a
CA-D	Expedited Approval of the Following Items, per City Staff Recommendation: None.	n/a

CITY MANAGER COMMUNITY UPDATE.

STAFF REPORTS:

Downtown Whitewater	DTWW Quarterly Report.	P. 8
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HEARING OF CITIZEN COMMENTS. No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

RESOLUTIONS: None.

ORDINANCES – First Reading:

O-1	Ordinance creating Chapter 2.49, establishing the Public Safety and Licensing Committee. (Councilmember Singer Request).	P. 11
O-1a	<i>First Reading of Ordinance Repealing Whitewater Municipal Code subsection 5.20.025, which created the Alcohol Licensing Committee.</i>	

ORDINANCES – Second Reading:

O-2	Ordinance creating Chapter 2.45, establishing a Public Works Committee. (Councilmember Singer Request).	P. 13
O-3	Ordinance creating Chapter 2.47, establishing a Finance Committee. (Councilmember Singer Request).	P. 15
O-4	Ordinance Repealing Whitewater Municipal Code Section 5.64.250(d), which created the Whitewater Cable Committee. (Councilmember Singer Request).	P. 17
O-5	Ordinance creating Chapter 2.50.010, Community Involvement Commission. (Councilmember Singer Request).	P. 18

CONSIDERATIONS:

C-1	Discussion and possible direction regarding elimination of on-street parking on Prince Street, near Lincoln School. (City Manager Request).	P. 20
C-2	Appointment of citizen member to open position on Birge Fountain Committee- REMOVED FROM THIS AGENDA AT REQUEST OF COUNCILMEMBER.	P. 22
C-3	Discussion regarding, and Request for Input on Notices relating to Private social events. (City Manager Clapper Request).	P. 25
C-4	Request for approval of agreement for employment recruitment services. (City Manager Request).	P. 28
C-4a	<i>Discussion and possible direction regarding enforcement and signage of on-street parking regulations. (Councilmember Allen request)</i>	n/a
C-5	Councilmember Request for Future Agenda Items.	n/a
C-6	<u>EXECUTIVE SESSION.</u> Adjournment to Closed Session, TO RECONVENE APPROXIMATELY 45 MINUTES AFTER ADJOURNMENT TO CLOSED SESSION, per Wisconsin Statutes 19.85 (1) (e): “Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session.” Items to be Discussed: Discussion concerning negotiation strategy and amount of possible investment and City involvement in a project that may result in the construction of a new library and other adjacent developments at the southwest corner of Franklin and Main Street in the City of Whitewater AND	

	Discussion concerning (WPPA) Police Union Contract for canine handler and the amount of City financial contribution the Police Department K-9 program.	
C-7	<u>Reconvene into Open Session</u> Possible action on (WPPA) Police Union Contract for canine handler and the amount of City financial contribution the Police Department K-9 program.	n/a
C-8	Adjournment.	n/a

Individuals needing Special Arrangements are asked to call the Office of the City Manager / City Clerk at least 72 hours prior to the meeting.

***Items denoted with asterisks will be approved on the Consent Agenda unless any council member requests that it be removed for individual discussion.**



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C-5	Councilmember Request for Future Agenda Items.	n/a
C-6	<p><u>EXECUTIVE SESSION.</u> Adjournment to Closed Session, TO RECONVENE APPROXIMATELY 45 MINUTES AFTER ADJOURNMENT TO CLOSED SESSION, per Wisconsin Statutes 19.85 (1) (e):</p> <p>“Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session.”</p> <p>Items to be Discussed: Discussion concerning negotiation strategy and amount of possible investment and City involvement in a project that may result in the construction of a new library and other adjacent developments at the southwest corner of Franklin and Main Street in the City of Whitewater</p> <p style="text-align: center;">AND</p> <p>Discussion concerning (WPPA) Police Union Contract for canine handler and the amount of City financial contribution the Police Department K-9 program.</p>	
C-7	<p><u>Reconvene into Open Session</u> Possible action on (WPPA) Police Union Contract for canine handler and the amount of City financial contribution the Police Department K-9 program.</p>	n/a
C-8	Adjournment.	n/a

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RESOLUTIONS: None.

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C-7	<p><u>Reconvene into Open Session</u> Possible action on (WPPA) Police Union Contract for canine handler and the amount of City financial contribution the Police Department K-9 program.</p>	n/a
C-8	Adjournment.	n/a

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**ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL
ACTIONS OF THE COMMON COUNCIL OF THE CITY OF WHITEWATER,
WALWORTH AND JEFFERSON COUNTIES, WISCONSIN.**

March 7, 2017

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Langnes, Grady, Binnie, Goettl, Singer, Allen. MEMBER ABSENT: Wellnitz. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Allen and seconded by Goettl to approve the Council Minutes of 2/23/17 and to acknowledge receipt and filing of the following: Library Board minutes of 12/19/16 and the Irvin L. Young Memorial Library Annual Report for year 2016. AYES: Langnes, Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz.

PAYMENT OF INVOICES. It was moved by Allen and seconded by Goettl to approve payment of city invoices in the total sum of \$38,189.69. AYES: Langnes, Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz.

CITIZEN COMMENTS: None.

**SECOND READING OF ORDINANCE TO IMPOSE R-3 OVERLAY DISTRICT ON
STARIN ROAD, PRINCE STREET, AND TRATT STREET PROPERTIES – DLK
ENTERPRISES, INC.**

**AN ORDINANCE IMPOSING THE R-3A UNIVERSITY RESIDENTIAL DENSITY
OCCUPANCY OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN
PROPERTY IN THE CITY OF WHITEWATER**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do pursuant to Municipal Code Chapter 19.69, hereby impose the R-3A University Residential Density Occupancy Overlay District Zoning Classification (19.22) on the below properties:

Section 1. The R-3A University Residential Density Occupancy Overlay District Zoning Classification is hereby imposed upon:

<u>Property Address:</u>	<u>Tax ID#:</u>	<u>Property Owner:</u>
1041-1043 W. Starin Road	WUP 00183J	DLK Enterprises Inc.
1031 W. Starin Road	WUP 00150E	DLK Enterprises Inc.
1025 W. Starin Road	WUP 00150	DLK Enterprises Inc.
240 N. Prince Street	WUP 00180	DLK Enterprises Inc.
Vacant Land	WUP 00181A	DLK Enterprises Inc.

<u>Portions of Properties:</u>		
281 N. Tratt Street	WUP 00183G	DLK Enterprises Inc.
275 N. Tratt Street	WUP 00183F	DLK Enterprises Inc.
263 N. Tratt Street	WUP 00183E	DLK Enterprises Inc.

257 N. Tratt Street
251 N. Tratt Street

WUP 00183D
WUP 00183C

DLK Enterprises Inc.
DLK Enterprises Inc.

Section 2. The official zoning map of the City of Whitewater is hereby amended to show the above action.

Section 3. This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Allen, who moved its adoption. Seconded by Councilmember Binnie. AYES: Langnes, Grady, Binnie, Singer, Allen. NOES: None. ABSENT: Wellnitz. ABSTAIN: Goettl. ADOPTED: March 7, 2017.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

WASTEWATER TREATMENT PLANT CHANGE ORDER NO. 6. Change Order No. 6 includes: Building modifications per State review (\$3,606.76); Transformer pad and guard post in structure 120 (\$2,267.35); Boiler feed water changes (\$3,888.85); Removable handrail section and shifting hoist base on Structure 421/422 (\$464.60); Unit heater removal in Structure 700 (\$371.18); Window infill in Structure 700 (\$1,048.84); Upgrade louvre lintels to beam/plate/angle type (\$2,323.00). Total cost of Change order is \$13,970.58. This leaves the contingency balance at \$1,136,797.35. It was moved by Allen and seconded by Binnie to approve the change order in the total sum of \$13,970.58. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: Langnes. ABSENT: Wellnitz.

POLICE DEPARTMENT SQUAD CAR PURCHASE. After discussion regarding the City's purchase policy and consideration of accepting the higher quote because it was a local business, it was moved by Allen and seconded by Langnes to approve the purchase of the squad car from Ewald Chevrolet, in the sum of \$28,100.00. AYES: Grady, Binnie, Goettl, Singer, Allen, Langnes. NOES: None. ABSENT: Wellnitz.

SAFETY PRECAUTION PLANS FOR ANTICIPATED EVENTS OCCURRING WEEKEND OF APRIL 29, 2017. Police Chief Otterbacher, and Police and Fire Commission Chairperson Bilgen-Craggs presented information regarding precautions Police Department is taking in preparation of the anticipated event occurring the weekend of April 29. Council expressed appreciation for the planning that has occurred in anticipation of the event. Council also expressed the opinion that they are anticipating a smaller event in 2017.

COUNCIL SUBCOMMITTEES / BOARD AND COMMISSION MODIFICATIONS.

Councilmember Singer presented a proposal where certain subcommittees would be formed; namely the **Public Works Committee**, which would develop the capital improvement plan, provide capital project oversight, sidewalk improvements and traffic control issues. This committee would also be involved in the recruitment of the DPW Director position and all utility superintendents. The recommended **Finance Committee** would complete the annual budget review, review the annual audit, and review municipal bond issues. The Committee would also be involved in the recruitment of the Finance and Administrative Services Director position. Also proposed was a **Public Safety and Licensing Committee** (formerly Alcohol Licensing Committee. This Committee would recommend policies for the administration of the Police Department, along with the Police Chief; would investigate all alcohol related applications for licenses and to make recommendations for granting/denial thereof; recommend ways of improving present licensing ordinances and enforcement. The Committee may also address issues brought forth from the Fire, Police and Neighborhood Services Departments, as well as traffic control, emergency medical services and parking. Also proposed was a **Community Involvement Commission** (to replace the Cable TV Commission). This nine-member committee would advise the City on coordinated community outreach and engagement activities. Its goals are to provide advice on priorities, policies and strategies related to equitable civic engagement and public participation in City decision-making

processes. This includes the review of initiatives, strategies and proposals brought forward to the City. The group would also provide feedback on development of City departments' community involvement plans with a focus on implementing more equitable engagement strategies and identifying new ways to increase civic participation in city processes including assisting in the development of a Comprehensive Community Engagement Plan.

Both Chief Lisa Otterbacher and Police and Fire Commission Chair Jan Bilgen Craggs asked the Council to be mindful of the statutory requirements for Police and Fire Commissions and to consider eliminating this position as it could interfere with an existing Committee. Ordinances will be coming to the next Council meeting.

COUNCIL MEETING ON CAMPUS. Councilmember Goettl requested that the City hold a regular council meeting on campus. UWW Leadership Development employee Jan Bilgen-Craggs had reviewed the University calendar, and informed the Council that no dates are available in the near future. Bilgen-Craggs recommended that the Council consider holding this meeting on campus in the Fall, when more meeting rooms will be available.

FUTURE AGENDA ITEMS. Councilmember Allen requested that review and comparison of the Ordinance relating to the amount of parking required for multi-unit buildings be discussed. Councilmember Allen also requested an update on the Canine recruiting – he would like to review the possibility of the dog being more than just a drug sniffing dog.

ADJOURNMENT. It was moved by Allen and seconded by Langnes to adjourn the meeting. AYES: Langnes, Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Michele R. Smith, City Clerk

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
BADGER POPCORN & CONCESSION SUPPLY					
3180	BADGER POPCORN & CONCES	CONCESSIONS FOR RESALE	04/05/2017	953.89	247-55800-342
Total BADGER POPCORN & CONCESSION SUPPLY:				953.89	
BALL, RICHARD					
1033	BALL, RICHARD	MATS AND JANITORIAL SUPPLIES	04/05/2017	155.65	100-53230-340
1033	BALL, RICHARD	MATS AND JANITORIAL SUPPLIES	04/05/2017	94.85	620-62840-340
1033	BALL, RICHARD	CLEANING AND JANITORIAL SUPPLIES	04/05/2017	316.54	247-55800-340
1033	BALL, RICHARD	INNOVATION CTR MATS, TP AND DISPENSER	04/05/2017	316.45	920-56500-250
Total BALL, RICHARD:				883.49	
CEDAR CREST ICE CREAM					
7975	CEDAR CREST ICE CREAM	ICE CREAM CONCESSIONS FOR RESALE	04/05/2017	577.22	247-55800-342
Total CEDAR CREST ICE CREAM:				577.22	
CHILDS PHD SC, CRAIG D					
6517	CHILDS PHD SC, CRAIG D	NEW HIRE EVALUATION TLOUGAN SUITABILITY TESTIN	04/05/2017	100.00	100-52600-219
Total CHILDS PHD SC, CRAIG D:				100.00	
CITIES & VILLAGES MUTUAL INSURANCE CO					
6478	CITIES & VILLAGES MUTUAL IN	2017 WORKERS COMP PREMIUM 2ND QUARTER	04/05/2017	34,580.00	100-21532
Total CITIES & VILLAGES MUTUAL INSURANCE CO:				34,580.00	
DIVERSIFIED BENEFIT SVC INC					
4192	DIVERSIFIED BENEFIT SVC INC	MARCH 125 FSA ADMIN SVCS	04/05/2017	424.08	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:				424.08	
EGNOSKI, THOMAS					
5029	EGNOSKI, THOMAS	INNOVATION CTR SALTING 02-25-2017	04/05/2017	200.00	920-56500-294
Total EGNOSKI, THOMAS:				200.00	
FORT HEALTHCARE-BUSINESS HEALT					
801	FORT HEALTHCARE-BUSINESS	RILEY GRIFFITH SPECIMEN	04/05/2017	56.74	100-52110-219
Total FORT HEALTHCARE-BUSINESS HEALT:				56.74	
GMA PRINTING INC					
1920	GMA PRINTING INC	1000 BUSINESS CARDS AQUATIC CTR	04/05/2017	97.89	247-55800-324
1920	GMA PRINTING INC	LISA OTTERBACHER NOTECARDS AND ENVELOPES	04/05/2017	87.00	100-52100-340
Total GMA PRINTING INC:				184.89	
JEFFERSON COUNTY CLERK					
7085	JEFFERSON COUNTY CLERK	ELECTION SOFTWARE & MAINTENANCE-2 MACHINES	04/05/2017	695.00	214-51400-217

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total JEFFERSON COUNTY CLERK:				695.00	
JOHNSTONE SUPPLY					
484	JOHNSTONE SUPPLY	CP POWERPLAY AND CLAMP METER	04/05/2017	163.98	100-51600-355
Total JOHNSTONE SUPPLY:				163.98	
LIPARI FOODS OPERATING CO LLC					
7910	LIPARI FOODS OPERATING CO	CONCESSION SUPPLIES FOR RESALE	04/05/2017	354.49	247-55800-342
Total LIPARI FOODS OPERATING CO LLC:				354.49	
LYCON INC					
55	LYCON INC	CONCRETE DELIVERY	04/05/2017	570.88	630-63440-350
Total LYCON INC:				570.88	
PEPSI-COLA					
7941	PEPSI-COLA	PEPSI PRODUCTS FOR RESALE	04/05/2017	290.70	247-55800-342
7941	PEPSI-COLA	PEPSI PRODUCTS FOR RESALE	04/05/2017	279.66	247-55800-342
Total PEPSI-COLA:				570.36	
RETAIL FINANCE CREDIT SVC LLC					
1507	RETAIL FINANCE CREDIT SVC	SPRING SPLASH MTING SODA, PAPER SUPPLIES	04/05/2017	81.64	100-52100-340
1507	RETAIL FINANCE CREDIT SVC	DUCT TAPE AND TARP	04/05/2017	31.62	100-52110-340
1507	RETAIL FINANCE CREDIT SVC	OFFICE SUPPLIES	04/05/2017	5.81	220-55110-310
1507	RETAIL FINANCE CREDIT SVC	JUVENILE PROGRAM SUPPLIES	04/05/2017	28.54	220-55110-342
1507	RETAIL FINANCE CREDIT SVC	WASTEWATER BATTERIES	04/05/2017	45.75	620-62840-340
Total RETAIL FINANCE CREDIT SVC LLC:				193.36	
STRAND ASSOCIATES INC					
358	STRAND ASSOCIATES INC	FEB 2017 GEORGE ST RECON	04/05/2017	390.79	450-57500-898
358	STRAND ASSOCIATES INC	FEB 2017 CENTER ST RECON	04/05/2017	302.50	450-57500-802
358	STRAND ASSOCIATES INC	FEB 2017 TMDL STORMWATER PLAN	04/05/2017	4,466.74	630-63440-820
358	STRAND ASSOCIATES INC	FEB 2017 FRANKLIN AND ANN ST STORM	04/05/2017	363.52	630-63440-845
358	STRAND ASSOCIATES INC	FEB 2017 ESTERLY ST AND CLAY ST UTILITIES	04/05/2017	641.88	610-61936-820
358	STRAND ASSOCIATES INC	FEB 2017 ESTERLY ST AND CLAY ST UTILITIES	04/05/2017	641.88	620-62810-820
358	STRAND ASSOCIATES INC	FEB 2017 ESTERLY ST AND CLAY ST UTILITIES	04/05/2017	641.89	450-57500-879
358	STRAND ASSOCIATES INC	FEB 2017 CLAY ST RECON STP	04/05/2017	10,335.27	450-57500-836
358	STRAND ASSOCIATES INC	FEB 2017 CLAY ST RECON STP	04/05/2017	5,368.09	630-63440-855
358	STRAND ASSOCIATES INC	FEB 2017 PRAIRIE VILLAGE PHASE 3 CONST	04/05/2017	103.35	100-52400-219
358	STRAND ASSOCIATES INC	FEB 2017 PRAIRIE VILLAGE COMM CTR REVIEW	04/05/2017	103.35	100-52400-219
358	STRAND ASSOCIATES INC	JAN 21 2017 PMT MEETING	04/05/2017	146.25	100-52400-219
358	STRAND ASSOCIATES INC	FEB 2017 HWY 59 UTILITY COORDINATION	04/05/2017	239.47	610-61923-210
358	STRAND ASSOCIATES INC	FEB 2017 HWY 59 UTILITY COORDINATION	04/05/2017	239.47	620-62820-219
358	STRAND ASSOCIATES INC	JAN-FEB 2017 WATER SYSTEM STUDY	04/05/2017	4,813.22	610-61936-810
Total STRAND ASSOCIATES INC:				28,797.67	
TRANS UNION LLC					
1378	TRANS UNION LLC	BACKGROUND CHECKS	04/05/2017	36.87	100-52100-219
Total TRANS UNION LLC:				36.87	

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TULLY, TIMOTHY J					
495	TULLY, TIMOTHY J	10 DOZ BASEBALLS	04/05/2017	360.00	246-55110-340
495	TULLY, TIMOTHY J	10 DOZ BASEBALLS	04/05/2017	420.00	248-55110-420
495	TULLY, TIMOTHY J	SCOREBOOKS, ICE PACKS	04/05/2017	50.00	248-55110-425
Total TULLY, TIMOTHY J:				830.00	
UW WHITEWATER					
8	UW WHITEWATER	HAND TOWELS, HAND TOWEL DISPENSER	04/05/2017	67.00	620-62840-340
8	UW WHITEWATER	LIGHT BULBS	04/05/2017	162.10	100-51600-340
8	UW WHITEWATER	BALLAST	04/05/2017	65.93	100-53270-245
8	UW WHITEWATER	PAPER HAND TOWELS	04/05/2017	39.96	620-62840-340
Total UW WHITEWATER:				334.99	
VANDEWALLE & ASSOCIATES					
27	VANDEWALLE & ASSOCIATES	COMP PLAN UPDATE 2016	04/05/2017	48.75	100-52400-220
Total VANDEWALLE & ASSOCIATES:				48.75	
WAL CO ECONOMIC DEVELOPMENT					
3939	WAL CO ECONOMIC DEVELOP	2017 ANNUAL WCEDA MEMBERSHIP	04/05/2017	4,544.00	100-51400-320
Total WAL CO ECONOMIC DEVELOPMENT:				4,544.00	
WALWORTH CO SHERIFFS DEPT					
3952	WALWORTH CO SHERIFFS DE	03-21-2017 HALF DAY USE OF COUNTY OWNED RANGE	04/05/2017	75.00	100-52110-360
Total WALWORTH CO SHERIFFS DEPT:				75.00	
WI CHIEFS OF POLICE ASSOC INC					
630	WI CHIEFS OF POLICE ASSOC I	26 NATIONAL DISPATCHER SELECTION TESTS	04/05/2017	492.50	100-52600-219
Total WI CHIEFS OF POLICE ASSOC INC:				492.50	
WISCNET					
7906	WISCNET	1ST QUARTER 2017 NETWORK ACCESS PART FEE	04/05/2017	1,500.00	100-51450-225
Total WISCNET:				1,500.00	
XYLEM WATER SOLUTIONS USA INC					
6774	XYLEM WATER SOLUTIONS US	BEACH LIFT STATION PUMP NO 1	04/05/2017	1,855.80	620-62830-353
Total XYLEM WATER SOLUTIONS USA INC:				1,855.80	
Grand Totals:				79,023.96	

Dated: 04/04/2017

Treasurer: Karen Dieter

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

2017 Board Members:

Mark Wokasch, Rob Boostrom, Lisa Dawsey Smith, Garrett Smith, Cesar Mendoza, Katie Nass, Crystal Voigt, Marjorie Stoneman, Sherry Stanek, Rich Foreman, Samantha Groth, City Representative

Whitewater City Market

- New location, Whitewater Street no longer closed
- 42 vendors signed up to date
 - 36% are Whitewater residents
 - Average commuting distance 15.5 mi
 - Max commuting distance 45.8 mi
- Season is May 2 through October 31 (no market July 4)

Promotions

- World Record Breaking Potluck Attempt - May 7, 2017 (attach flyer)
- Main Street Festival - Saturday, September 16th
 - Partnering with
- Trick or Treat the Triangle (Date TBD)

Design

- Trash cans (attach prelim image)
- Litter control chalk art project for weekend of April 29th
- Parklets - <https://www.downtownwhitewater.com/parklets-1>
- Forest Alley renovation
- Butts to Benches - over 25 lbs of cigarette butts recycled to date

Organization

- Inclusion of UWW student to board of directors
- Collaboration with Whitewater Community Foundation to bring leadership of community organizations together
- Wisconsin Main Street technical visit May 25-26
- Raffle drawing in conjunction with Potluck

Economic Vitality

- Business Investment Guide
- Invitation to UWW student to co-chair

Art and Energy Walk

- Historic Mill restoration
- Wind/Solar installation at Cravath Lakefront
- Park use experiment

Dementia Friendly Community Initiative

- Two board members working with Seniors in the Park to train retailers in best practices for interactions with their customers

National Main Street Conference April 29th through May 3rd - Pittsburgh, PA

WORLD'S LARGEST POTLUCK

Sunday,
May 7

11A.M.
to
3P.M.

Cravath
Lakefront
Park

Bring a dish to pass,
an appetite,
and a desire to be a world record holder.

#2017in2017

Brought to you by
Downtown Whitewater, Inc.



ORDINANCE No. _____
AN ORDINANCE ESTABLISHING THE PUBLIC SAFETY AND LICENSING COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.49 – Public Safety and Licensing Committee is hereby created to read as follows:

2.49.010 - Established

There is hereby established a Public Safety and Licensing Committee for the City of Whitewater which shall have the powers granted in this Chapter.

2.49.020 – Assigned Staff

The Police Chief shall be the assigned staff person to the Committee.

2.49.030 – Membership

The Committee shall consist of three council members.

2.49.040 – Meetings

- (a) The Committee shall meet based on referrals from the City Council and to address standing items. Meetings may also be held at the call of the Chairperson and shall be open to the public.
- (b) A quorum will be two members. All actions will require the approval of at least two members.

2.49.050 – Powers and Duties

The Committee shall have the following powers and duties:

- (a) Recommend, along with the Police Chief, policies for administration of the Police Department.
- (b) Investigate alcohol related applications for licenses and to make recommendations for the granting or denial thereof.
- (c) Recommend ways of improving present alcohol related licensing ordinances and enforcement.
- (d) The Committee may also consider traffic control, emergency medical services, Fire Department and parking matters as well as address issues brought forth by the Fire, Police and Neighborhood Services Departments.

- (e) It is specifically recognized and acknowledged that this Committee shall in no way limit or infringe upon the duties of the City of Whitewater Police and Fire Commission and its statutory powers, duties and responsibilities.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE No. _____
AN ORDINANCE ESTABLISHING A PUBLIC WORKS COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.45 – Public Works Committee is hereby created to read as follows:

2.45.010 - Established

There is hereby established a Public Works Committee for the City of Whitewater which shall have the powers granted in this Chapter.

2.45.020 – Assigned Staff

The Director of Public Works shall be the assigned staff person to the Committee.

2.45.030 – Membership

The Committee shall consist of three council members.

2.45.040 – Meetings

- (a) The Committee shall meet based on referrals from the City Council and to address standing items. Meetings may also be held at the call of the Chairperson and shall be open to the public.
- (b) A quorum will be two members. All actions will require the approval of at least two members.

2.45.050 – Powers and Duties

- (a) The Committee shall oversee the City's Public Works Department and the development of streets, sidewalks, lighting, building maintenance and other capital projects.
- (b) The Committee shall review, evaluate and assist in the application of the City's municipal code concerning traffic, streets and sidewalks, municipal utilities and public works.
- (c) The Committee shall be involved in the recruitment of the Director of Public Works position and all utilities superintendents.
- (d) The Committee shall have other such powers and duties as are assigned to it by the Common Council.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE No. _____
AN ORDINANCE ESTABLISHING A FINANCE COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.47 – Finance Committee is hereby created to read as follows:

2.47.010 - Established

There is hereby established a Finance Committee for the City of Whitewater which shall have the powers granted in this Chapter.

2.47.020 – Assigned Staff

The Finance and Administrative Services Director shall be the assigned staff person to the Committee.

2.47.030 – Membership

The Committee shall consist of three council members.

2.47.040 – Meetings

- (a) The Committee shall meet based on referrals from the City Council and to address standing items. Meetings may also be held at the call of the Chairperson and shall be open to the public.
- (b) A quorum will be two members. All actions will require the approval of at least two members.

2.47.050 – Powers and Duties

The Committee shall have the following powers and duties:

- (a) Review the annual operational budget and make recommendations regarding the same to the City of Whitewater Common Council.
- (b) Make recommendations concerning the overall financing of City operations, the improvement of the financial condition of the City and ways in which the City may improve its financial practices and procedures.
- (c) Investigate claims filed against the City and make recommendations for the payment or nonpayment of such claims after consideration of factors such as reports of the insurance carrier.

- (d) The Committee shall also be involved in the recruitment of the Finance and Administrative Services Director position.
- (e) The Committee shall have other such powers and duties as are assigned to it by the Common Council.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE No. _____
AN ORDINANCE REPEALING THE ORDINANCE CREATING
THE WHITEWATER CABLE COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 5.64 is hereby amended as follows:

Whitewater Municipal Code subsection 5.64.250 (d) (Whitewater Cable Committee) is hereby repealed.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:
NOES:
ABSENT:
ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE No. _____
AN ORDINANCE ESTABLISHING A COMMUNITY INVOLVEMENT COMMISSION

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.50.010 – Community Involvement Commission is hereby created to read as follows:

2.50.010 - Established

There is hereby established a Community Involvement Commission for the City of Whitewater which shall have the powers granted in this Chapter.

2.50.020 – Assigned Staff

The Public Relations and Communications Manager shall be the assigned staff person to the Commission.

2.50.030 – Membership

The Commission shall consist of nine members. One member shall be a member of the City Council. Eight members shall be non council member citizen members. It shall be a goal of the City to appoint one member from each of the following groups: The University of Whitewater Student Government; a University of Wisconsin-Whitewater Student; a Whitewater Chamber of Commerce member; and a Seniors in the Park member.

2.50.040 – Meetings

The Commission shall meet quarterly.

2.50.050 – Powers and Duties

The Commission shall have the following powers and duties:

- (a) Advise the City of Whitewater on coordinated community outreach and engagement activities. Its goals are to provide advice on priorities, policies and strategies related to equitable civic engagement and public participation in City decision making processes. This shall include the review of initiatives, strategies and proposals brought forth by the City as well as ones identified by the Commission.
- (b) The Commission shall attempt to develop maximum community involvement in the use of cable television and other media for cultural, educational, health, social service, civic, community, and other nonprofit purposes and will assist in the administration of the public access channel in the City of Whitewater.

- (c) The Commission shall also provide feedback in the development of City departments' Community Involvement Plans with focus on implementing more equitable engagement strategies and identifying new ways to increase civic participation in City processes. This shall include assisting in the development and review of the City of Whitewater Comprehensive Community Engagement Plan.
- (d) This Commission shall also be involved in the recruitment of the Public Relations and Communication Manager position.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **04/06/2017**

ITEM: **On-Street Parking near Lincoln Elementary**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED: The Whitewater Unified School District has requested the removal of on-street parking along S. Prince Street between Highland and Peck Streets and consideration of a cut-out along the terrace in front of Lincoln Elementary. Staff has been present to observe traffic flows in the area at the start and end of the school day. These changes would eliminate some confusion for those dropping off school children and enhance safety for all community members traveling along this section of roadway during peak times each day.

Staff is requesting feedback from the Common Council. If the Common Council is open to the change, staff will initiate notice to affected property owners and provide a draft ordinance for first reading on April 18.

BUDGET IMPACT, IF ANY: None.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: None.

STAFF RECOMMENDATION: While no action is required, staff would recommend moving forward with the ordinance.

RECOMMENDED MOTION: None.

ATTACHMENT(S) INCLUDED (If none, please state):

Letter from District Administrator, Mark Elworthy

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100



"Every Graduate an Engaged Lifelong Learner"

419 South Elizabeth Street • Whitewater, Wisconsin 53190 • 262-472-8700 • Fax 262-472-8710 • www.wwusd.org

February 16, 2017

Cameron Clapper, City Manager
City of Whitewater
PO Box 178
Whitewater, WI 53190

Dear Cameron:

Thank you for the recent conversations relating to student safety.

At this time the Whitewater Unified School District would like to request consideration of the following at Lincoln Elementary School:

1. No parking during the school day (7 AM to 4 PM) on either side of Prince Street between Peck Street and Highland Street.
2. Cutting out a section of the sidewalk (school side) for student drop-off/pick-up.

While the idea of having a one-way street created some interest, we are not requesting that change at this time. The District is also planning to implement a right-turn-only out of the Lincoln Elementary parking lot.

For Elizabeth Street (in front of the middle school), we are still considering a cut-out for student drop-off/pick-up but are not ready to make a request.

It is hoped that we can develop a safer environment for our students when they arrive at and depart from school. In addition, the re-introduction of crossing guards may assist in this process.

Let me know what the next steps are in the process.

Sincerely,

Mark Elworthy, Ed.D.
District Administrator



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **04/06/2017**

ITEM: **Citizen Member Committee Appointments**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

Applications have been received for a vacant position with on the Birge Fountain Committee.

The process for the appointment of board, commission, and committee members is outlined in the Whitewater Municipal Code (2.12.011a – 2.12.011b) as follows:

- (a) The city manager and the common council president shall review all board, commission and committee applicants and recommend nominees to the common council.**
- (b) After considering the candidates nominated to the various boards, commissions, and committees, the common council shall appoint the members of said boards, commissions, or committees.**

Not all applicants have yet been contacted at the time of this writing. However, all will be contacted and reviewed prior to the meeting. A recommendation will be provided at the meeting.

BUDGET IMPACT, IF ANY: **None.**

STAFF RECOMMENDATION: **To be provided at the meeting.**

ATTACHMENT(S) INCLUDED (If none, please state):
Citizen Committee Member Applications

FOR MORE INFORMATION CONTACT:
Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

Birge
Oberle

CITIZEN SERVICE INFORMATION FORM

Name (Print): Oberle Kori K. Date: 01-05-2017
Last First Middle

Home Address: 688 Waters Edge Dr, Whitewater, WI 53190

Business Name: NA (retired)

Business Address: _____

Telephone (Home): 608-577-8220 (Work): NA

E-mail address: K.oberle@sbcglobal.net

How long have you lived in the City of Whitewater?: 1956 → 1987 & 2013 - present

Which Boards, Commissions, and/or Committees interest you? Birge Fountain Committee.
(I plan to continue serving on Parks & Rec Board and on Landmarks Commission.)

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

I researched & prepared the local Landmark nomination for the Fountain and documented the reproduction of the cherubs by James Wankle in the 1980's. My professional career in cultural resource management will help
References: with much needed repairs and protection of fountain now.

1. Patricia Blackmer
445 W. Center St.
Whitewater, WI 53190

Phone: 262-458-2178

2. Linda Loomer
726 E. Cravath St.
Whitewater, WI 53190

Phone: 262-473-2330

Return this form to:
City Clerk
312 W. Whitewater Street
Whitewater, WI 53190
msmith@whitewater-wi.gov

Kori K. Oberle
Signature

Thank you for your consideration.

Revised 3/18/05

CITIZEN SERVICE INFORMATION FORM

Name (Print): Craggs Jay C Date: 2/28/17
Last First Middle

Home Address: 178 Park, Whitewater, WI 53190

Business Name: _____

Business Address: _____

Telephone (cell): 262-949-9329 (Work): _____

E-mail address: craggsj@gmail.com

Which Boards, Commissions, and/or Committees interest you?

Birge Fountain Restoration Committee?

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

I am a concerned citizen with a broad base of skills in industry and higher education.

References:

1. Jim Allen Phone: 920-728-0626

2. Allan Luckett Phone: 262-903-3061

Return this form to:
City Clerk
312 W. Whitewater Street
Whitewater, WI 53190
msmith@whitewater-wi.gov

Signature

Revised 2/20/15



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **04/06/2017**

ITEM: **Notice Regarding Private Social Gatherings**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED: An increase in house gatherings, celebrations, and similar events is anticipated as the weather improves. Staff will be distributing a postcard to all business and residential addresses providing tips to help residents ensure gatherings remain safe and manageable. Additional information will be provided on the City's website and via social media.

Staff will provide examples at the meeting and solicit feedback from council members. The postcards will be printed and mailed the week of April 10.

These postcards would be distributed in lieu of sending similar information via formal letter as had previously been proposed. The postcards would cost much less than the formal letters and may ultimately be more effective in delivering the intended message to a larger number of community members.

Design options are in development and will be provided for review on April 6. However, much of the content will be derived from the included brochure, *People Make It Happen*.

BUDGET IMPACT, IF ANY: Prices vary based on quantity and color. However, cost estimates range between \$760.00 and \$1,071.00. The mailing of an official letter would likely exceed \$2,000.00.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: None.

STAFF RECOMMENDATION: No action is required. Staff is requesting direction only.

RECOMMENDED MOTION: None.

ATTACHMENT(S) INCLUDED (If none, please state):
WPD Brochure *People Make It Happen*

FOR MORE INFORMATION CONTACT:
Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100

City Ordinances—Continued:

4. Disorderly Conduct

Prohibits causing a public disturbance, public urination, loitering, obstruction of a highway, prowling about the premises of property, fighting, etc.

5. Misrepresentation of Age

Prohibits the use of false identification, misleading verbal or written information, to gain entry into a licensed liquor establishment. If the license or identification is used for this purpose, it will be confiscated and turned over to the Whitewater Police Department leading to arrest and fines.

Penalties

Underage Possession/Consumption of Alcohol

- * \$200 to \$1000 in fines plus fees and suspension of drivers licenses

Open Intoxicants in Public

- * 200 to \$500 in fines plus fees

Noise Violations

- * \$150 to \$300 in fines plus fees

Disorderly Conduct

- * \$200 to \$500 in fines plus fees

Sale of Alcohol w/o License

- * \$400 to \$500 in fines plus fees

Furnishing Alcohol to Underage Persons

- * \$350 to \$800 in fines plus fees

Misrepresentation of Age

- * \$500 to \$900 in fines plus fees

Remember!
Party SMART, SAFE,
and LEGAL.

*Consider your neighbors...
Not all of them want to be at your party.*

Whitewater Police Department Community Crime Prevention 473-0555



***Tips on
Partying
Smart, Safe
& Legal***

PEOPLE MAKE IT HAPPEN

Before having a party, remember what Whitewater is about. Respect your neighbors. Whitewater is a unique and diverse community where your neighbors are your peers. They too are seeking a positive living experience and a high quality of life. It is your responsibility, especially while having a party, to make this happen for other people.

Guidelines for Parties and Special Events

The following is a list of suggestions for all Whitewater residents regarding hosting parties:

- ♣ Visit surrounding neighbors, be friendly, and make sure they know a couple of days in advance that a party will occur.
- ♣ Invite only people you know. The better you know people, the easier it is to keep them under control.
- ♦ Do not advertise alcohol-related parties to the general public.
- ♥ Serve food as an alcohol absorbent. Serve the food prior to and in conjunction with the service of alcohol.
- ♣ Do not sell alcohol. It is illegal to have an unlicensed cash bar. It is also illegal to sell cups, have a cover charge, or charge for a band or other entertainment and "give-a-way" the alcohol. Doing so constitutes a crime.
- ♣ Monitor your party. Keep it under control if you are outside, or have open windows. Remember- the noise outside carries more than you think, especially at night. Neighbors will become more aware of it.

♦ Do not let anyone drive home drunk. The host can be held civilly and criminally liable for the drunken person's actions. This is true, even if he or she goes somewhere else and drinks more. Know when to stop serving alcohol.

♥ Ask guests to respect the neighbors. The host is responsible for the condition of the neighborhood after the party.

♣ Do not sponsor large open parties which tend to get out of control.

♣ Do not allow underage drinking.

♦ Do not carry open containers of alcoholic beverages in public. This is illegal in Whitewater even if you are over 21 years of age.

Selling Alcohol

It is against the law to:

1. Charge for alcoholic beverages at the door of a party.
2. Charge for alcoholic beverages in a package deal (such as providing beer with dinner, selling cups to fill with free beer, etc.)
3. To be frequenting a place of illegal activity such as a party where alcohol is being served illegally.

The City of Whitewater Police Department is focused on deterring illegal sales and consumption of alcohol. The Police Department will take any actions necessary to reduce illegal alcohol sales.

Rental Owner Notification

Property owners or their legal agents will be notified by the Whitewater Community Service Officers of violations resulting in the issuance of police citations for nuisance parties. Owners and agents of rental properties will be expected to increase their superintending control or be held accountable.

City of Whitewater Ordinances

There are several state laws and city ordinances, which help you party **SMART, SAFE, and LEGAL.**

1. Underage Consumption/Possession of Alcohol

This law prohibits the consumption or possession of alcohol by anyone under the age of 21. If an officer has any reason to believe that alcohol may be involved, the officer can demand that a Preliminary Breath Test (PBT) be administered. If the results are over .00%, an arrest could be made and/or a citation issued. Whether you are driving or not, this violation will remain on your driving record for a period of 10 years.

2. Open Intoxicants in Public

Prohibits the possession of any alcoholic beverage in an open container or a container with a broken seal in any public place or private area open to the public, except a licensed liquor establishment or elsewhere as provided in ordinance.

3. Noise

Prohibits noise, which may disturb neighbors any time during the day or night. Examples are stereos played at loud levels and inappropriate shouting in public at any time. If noise can be heard from your property, and it bothers someone, you would be in violation of the noise ordinance.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **04/06/2017**

ITEM: **Recruitment Update & Agreement Approval**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

Candidates for the Parks & Recreation Director and Finance Director recruitments are currently under consideration. While not expected, if the need to re-open recruitment arises prior to Thursday, April 6, staff will be requesting approval from the common council to involve an outside recruiting firm to assist in the process.

Multiple firms would be contacted and quotes would be provided in advance of the meeting.

To ensure proper notice requirements are met prior to any public discussion, this item has been included with the agenda materials. Should further recruitment work be necessary, staff will provide additional materials in advance of the meeting.

BUDGET IMPACT, IF ANY: None at this time. Any change will be noted in advance of the meeting on Thursday.

STAFF RECOMMENDATION: None.

ATTACHMENT(S) INCLUDED (If none, please state): None.

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **04/06/2017**

ITEM: **Closed Session Item #1**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

The Common Council convened a closed session on March 21 in order to hold discussion concerning negotiation strategy and amount of possible investment and City involvement in a project that may result in the construction of a new library and other adjacent developments at the southwest corner of Franklin and Main Street in the City of Whitewater. No action was taken in open session following the closed session.

The City Manager and City Attorney were both absent from the meeting. This item has been included with the agenda so that the Common Council can provide staff with a briefing if needed.

No additional information will be shared as part of this closed session item.

BUDGET IMPACT, IF ANY: None.

STAFF RECOMMENDATION: None.

ATTACHMENT(S) INCLUDED (If none, please state): None.

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

K9 Unit



K9 Unit Update

The process for selecting a new K9 handler is underway. We have thoroughly researched kennels that handle Labrador retriever K9s. Our K9 program's main focus is drug detection, but we will incorporate tracking with the new K9. The new K9 will be trained in both techniques prior to being sworn in as the department's new K9.

We have identified Little Rock K-9 Academy (<http://www.lrk9.com/> (<http://www.lrk9.com/>)), located in Little Rock, Arkansas, as the kennel where we will purchase our new K9. Little Rock K9 Academy is a well respected kennel that has received high recognition for their K9 dogs and their training program. The cost of the Labrador retriever, the handler training (narcotics and tracking), and housing will be approximately \$8,950. The new K9 and handler will begin their training in early May 2017.

Eric Lang and Mary Horing of M.E. & My Pets have graciously agreed to continue to cover the cost of food for the new K9. Dr. Mike Newell of the Animal Medical Center of Whitewater has also generously agreed to continue covering the annual medical care of the new K9. Representatives of both businesses will be serving on the interview board to select the new handler.

We have been working with the Wisconsin Professional Police Association (WPPA) to complete a memorandum of understanding for the new handler. The Whitewater Police Department administration and representatives of the WPPA have enjoyed a long standing and professional working relationship. We will collectively seek to ensure the next handler will have defined service timelines associated with the position.

We truly appreciate the community's continued support of the Whitewater K9 program. This program could not have been successfully implemented or sustained without the community's ongoing support. Continue to follow the progress of the Whitewater K9 program on the City of Whitewater website, the Whitewater Police Department Facebook page or the Whitewater K9 Facebook page. Please don't hesitate to contact the Whitewater Police Department with any questions about our K9 program.